

**WILKINSBURG BOROUGH**  
**Council Work Session**  
**August 7, 2013**

**CALL TO ORDER**

President Cohn called the meeting to order at approximately 7:00 PM in Council Chambers, second floor of the Municipal building, 605 Ross Ave., Wilkinsburg, PA.

President Cohn announced that an executive session was held at 5:30 p.m. to discuss personnel matters.

**ROLL CALL**

The roll was called to establish a quorum. Present were Mr. Lefebvre (via telephone connection), Ms. Ervin, Ms. Trice, Ms. Moore, Ms. Goodman, and President Cohn. Also present was Marla P. Marcinko, Borough Manager. Ms. Evans, Ms. McCarthy-Johnson, Ms. Macklin and Mayor John Thompson were absent. A quorum was established.

**PLEDGE OF ALLEGIANCE**

Following the pledge of allegiance, a moment of silence was observed to remember victims of violent crime and a special memorial for the victims of the recent shooting in Ross Twp., Monroe County, PA.

**PUBLIC COMMENT**

**Mike Milberger – 311 Barnes St.** – Mr. Milberger thanked Council members for their service to the Borough. He thanked President Cohn for his work with the Wilkinsburg Sun. He commented that he has attended the Parks and Recreation Advisory Board meetings and that park conditions at Whitney Park have improved and the playground area has more use. He commented that a dog park at Whitney Park would not be appropriate for the neighborhood.

**Elizabeth Johnson – 1443 Cresson St.** – Ms. Johnson commented on the overgrowth of trees in the 1400 block of Cresson St. from 1402-1457 and the ensuing problems with truck access. She requested that the trees be trimmed.

**Linda Atkins – 2021 Kendon Dr. W.** – Ms. Atkins commented on the operation of a group home at 2011 Kendon Dr. W. and work being performed at 2010 Kendon Dr. W., apparently without the necessary permits. She commented that the use of the property as a group home changes the character of the neighborhood and that there are problems with property maintenance. She commented that there is a lot of traffic into and out of the property. She expressed concern that there was no notification provided to the neighbors of the group home use. Ms. Marcinko advised that posting is not required for permitted uses, only if a use variance is being sought. Ms. Marcinko will have Code Enforcement review these issues. It was suggested to report suspicious activity to the Police Department. It was noted that the new Zoning Ordinance does not permit group homes in an R-1 zoning district.

**Kate Luxemburg – 432 Rebecca Ave.** – Ms. Luxemburg commented on the occupancy permit and tenant registration requirements of the Borough. She questioned the status of the petition to compromise taxes for 600 North Ave. Ms. Marcinko stated that the petition is in process. She commented that the proposal to lower collection fees for MSF-only delinquencies is not a real solution to the problem. She is hoping to speak to Mr. Lefebvre about this matter as the Finance Committee Chairman. She commented that residents are not aware of the fact that the Parks and Recreation Advisory Board is looking at developing a strategic plan for Whitney Park. President Cohn stated that the Board has a great approach for a solution.

President Cohn moved the discussion of the Memorandum of Understanding for the Penn Lincoln Hotel Site to this point in the agenda. Ms. Marcinko directed Council to the copies of the original and red-lined versions of the Agreement in their agenda packets.

A motion was made by Ms. Goodman, second by Ms. Moore, to approve the execution of the Memorandum of Understanding between the Borough and the Redevelopment Authority of Allegheny County and Pittsburgh History and Landmarks Foundation relating to the Penn Lincoln Hotel Site.

**Moved:** Ms. Goodman

**Second:** Ms. Moore

**All voted in favor of the motion. Motion carried.**

#### **AGENDA ITEMS**

**1. Adopting Ordinance No. 2908 – Assessment of administrative fee for Municipal Service Fees.**

**Moved:** Mr. Lefebvre

**Second:** Ms. Goodman

**All voted in favor of the motion. Motion carried.**

**2. Adopting Ordinance No. 2909 – Establishing Handicap Parking Space – 1619 Laketon Road.**

**Moved:** Ms. Ervin

**Second:** Ms. Trice

**All voted in favor of the motion. Motion carried.**

**3. Adopting Ordinance No. 2910 – Establishing Handicap Parking Space – 535 Mifflin Avenue.**

**Moved:** Mr. Lefebvre

**Second:** Ms. Moore

**All voted in favor of the motion. Motion carried.**

**4. Adopting Ordinance No. 2911 – Removing Handicap Parking Space – 1339 Woodlawn Avenue.**

**Moved:** Ms. Moore

**Second:** Ms. Goodman

**All voted in favor of the motion. Motion carried.**

**5. Adopting Ordinance No. 2912 – Zoning Ordinance and Zoning Map.**

**Moved:** Ms. Moore

**Second:** Ms. Goodman

**All voted in favor of the motion. Motion carried.**

**6. Adopting Ordinance No. 2913 – Adopting the Official Map.**

**Moved:** Ms. Trice

**Second:** Ms. Goodman

**All voted in favor of the motion. Motion carried.**

President Cohn thanked all those who worked diligently on the product, resulting in the most comprehensive zoning ordinance the Borough has ever had.

**7. Authorizing the advertisement of Ordinance No. 2914 – Establishing Handicap Parking Space – 1014 Wallace Avenue.**

**Moved:** Ms. Ervin

**Second:** Ms. Goodman

**All voted in favor of the motion. Motion carried.**

**8. Approving Council Meeting Minutes of July 10, 2013.**

**Moved:** Mr. Lefebvre

**Second:** Ms. Moore

**Yes:** Ms. Goodman, Ms. Moore, Ms. Trice, Mr. Lefebvre, President Cohn

**Abstain:** Ms. Ervin

**Motion carried 5:1 with one abstention**

**9. Approving July checks issued:**

<b>Regular Disbursements 07/01 – 07/31/13</b>	<b>\$ 1,516,027.71</b>
<b>Payroll Disbursements</b>	<b>350,477.87</b>
<b>Voided Checks</b>	<b><u>(-0-)</u></b>
<b>Total Disbursement</b>	<b>\$ 1,883,175.76</b>

**Moved:** Ms. Moore

**Second:** Ms. Goodman

**Yes:** Ms. Moore, Ms. Goodman, Mr. Lefebvre, President Cohn

**No:** Ms. Ervin, Ms. Trice

**Motion carried: 4:2**

**10. Approving Resolution No. 13-062 – Approving GTRP Grant Application – Ferguson Park. (Greenways, Trails and Recreation Grant)**

**Moved:** Ms. Ervin

**Second:** Ms. Trice

**All voted in favor of the motion. Motion carried.**

**11. Approving Resolution No. 13-063 – Approving Street Closure – Wilkinsburg School District.**

**Moved:** Ms. Trice

**Second:** Ms. Goodman

**All voted in favor of the motion. Motion carried.**

Mr. Lefebvre inquired as to who is responsible for notifying the Port Authority Transit. Ms. Marcinko responded that the Borough notifies PAT.

**12. Approving Resolution No. 13-064 – Street Closure – Rebecca Ave. residents.**

**Moved:** Mr. Lefebvre

**Second:** Ms. Goodman

Ms. Moore inquired if the Police Department had been notified and Ms. Marcinko advised that the Police Department had been notified and the request was approved.

**All voted in favor of the motion. Motion carried.**

**13. Approving Resolution No. 13-065 – Award CD 39 Demolition Project.**

**Moved:** Ms. Ervin

**Second:** Ms. Trice

President Cohn commented that this represents the Borough's annual demolition project with funding from federal Community Development Block Grant monies which are awarded to communities by the County.

Ms. Marcinko referred Council to the agenda packet which contains cost estimates for additional sites which are in a partial state of collapse and in imminent danger of complete collapse. The structure in the worst condition is 1328 Mill St. Ms. Marcinko requested Council's action to authorize the advertisement for bid for the demolition of this structure.

**Moved:** Ms. Moore

**Second:** Ms. Trice

**All voted in favor of the motion. Motion carried.**

**14. Approving Resolution No. 13-066 – Sponsoring Banner – WCDC – House and Garden Tour.**

**Moved:** Mr. Lefebvre

**Second:** Ms. Goodman

Ms. Trice questioned the length of the banner posting. Ms. Marcinko responded that the banner would be posted for a period of three weeks.

**All voted in favor of the motion. Motion carried.**

**OLD BUSINESS**

**1. Discussion – Review of proposed change orders to Police Dept. Renovations Project.**

Ms. Marcinko referred Council to information contained in the agenda packet which includes a summary prepared by the Borough Engineer showing an original contract value of \$105,663.40 and change orders totaling \$107,620.80. Additional changes proposed represent \$28,760 in additional costs.

A motion was made by Ms. Moore, second by Mr. Lefebvre, to approve the additional change orders as presented.

**All voted in favor of the motion. Motion carried.**

**NEW BUSINESS**

**1. Discussion – Increasing Occupancy Permit Fees.**

Ms. Marcinko provided a brief overview of the occupancy permit ordinance and fee schedule. Council requested additional time to review this matter and to continue the discussion in September.

**2. Discussion – Request to acquire Borough-owned property – L & B 232-P-19.**

Ms. Marcinko stated that a request has been received from a resident to purchase a Borough-owned parcel of vacant land at Park Avenue Triangle (Burns St., Swissvale Ave. and Park Ave.). The property has an assessed value of \$300. In order to sell the property directly to the requester, an appraisal must be performed and the value of the property determined to be less than \$1500. The redevelopment plan is for landscaping. Mr. Lefebvre expressed his support in moving forward with this sale.

A motion was made by Mr. Lefebvre, second by Ms. Moore, to authorize an appraisal of the property be performed.

**All voted in favor of the motion. Motion carried.**

A motion was made by Mr. Lefebvre, second by Ms. Trice, to approve a street closure for El-Bethel Temple on South Avenue from Center Street to Franklin Avenue for a back-to-school event.

**All voted in favor of the motion. Motion carried.**

A motion was made by Ms. Goodman, second by Mr. Lefebvre, to approve the appointment of Betsey Swartz to Library Director, from Acting status, and Susan Holmes to Eastridge Branch Manager, from Acting status.

**All voted in favor of the motion. Motion carried.**

### **ADJOURNMENT**

Being no further business, on motion by Ms. Ervin, second by Ms. Trice, the meeting was adjourned at approximately 8:25 P.M.

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Jason Cohn, Council President